

**Re: Ballasts**

**Dennis Santella** to: Gerdt, Edward (NYC,NY-US)

09/28/2010 03:35 PM

Cc: "LEMPERT, ALEX", "PARDUS, DREW", Jacqueline McQueen, Zhishi Guo

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The note from Zhishi. Note the sample collection record was designed for the EPA sampling effort so many of the details will not be relevant. The description of each ballast and any estimate you can provide of its age and duty cycle would be most appreciated.

Dennis:

Thank you much for your telephone message this morning about the availability of ballast samples. Per our conversation, I am sending you some details about sample collection and shipment. Please let me know if you have any questions.

1. We would like to collect 4 to 6 ballasts from your region.
2. Ideally, they should represent different brands and ages. One set of "duplicate" samples is fine.
3. We prefer the ballasts that are still working so that we can test them under realistic operating temperatures.
4. We do not need the light fixtures because we have no place to store them. When we test a ballast, we will ask an electrician to connect it to a new set of fixture.
5. When collecting ballasts, please leave several inches of wire for both the power inlet and outlet. If the inlet and outlet are not marked on the ballast, please label them.
6. Place each ballast in double Ziploc bags, seal the bags, and then place them in an insulated box to avoid extreme temperatures during shipping.
7. Sample packaging and shipping should be handled by an IATA certified staff who knows how to ship hazardous materials.
8. Fill out the Sample Shipping/Receiving Form, place it in an envelope, and attach the envelope to the shipping box.
9. Ship the samples by FedEx to the following address for the next day deliver:  
  
ATTN: Zhishi Guo  
U.S. EPA / Dock E Room 178  
109 T.W. Alexander Drive  
Durham, NC 27711
10. Charge the shipping cost to **FedEx Account #: 3350-2670-5**
11. Fill out the attached Sample Collection Custody Record. Please let the sample provider know that we have no intention to reveal the origin of the samples in the final report. Thus, the exact sampling locations are not important to us. What's important is the sample description. Please provide us with as much details as possible. Fax or email it to :

Dr. Zhishi Guo  
U.S. EPA ORD/NRMRL  
Research Triangle Park, NC 27711  
Fax: 919-541-2157

E-mail: guo.zhishi@epa.gov



Sample Collection Custody Record.doc Sample Shipping Custody Record.doc

Please also let the sample provider know that we'll provide the test results to them after the data is approved by the QA officer. However, we are not allowed to release the data before QA approval.

We thank you again for helping us.

Best,

Zhishi

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